

**COPY OF
DISBURSEMENT
LIST
IS AVAILABLE
IN THE
CITY CONTROLLER'S
OFFICE**

December 17, 2013

INTEROFFICE MEMO

To: Scott Atkins, City Manager
From: Michael Switalski, City Treasurer
Date: December 11, 2013
RE: Collection of Macomb Community College and Macomb Intermediate School District, Fraser Public Schools

Macomb Community College and Macomb Intermediate School District would like the collection of their tax on our summer billing. We feel that we should collect that tax on the winter bill as the State of Michigan now has us collecting 100 % of their tax on the summer bill and the Macomb County Operating Tax has been moved to the summer bill. This would be an undue hardship on our residents to come up with large sums of money for the summer tax.

The Fraser Schools have also requested that the entire school portion be paid on the summer tax. This has always been collected in the summer and the Treasurer is requesting that this tax is placed again on the summer bill.

This is an annual request to have their taxes collected in the summer.

Can we approve these requests together at the next Council meeting?

MS:kh



**Macomb
Community College**

Education • Enrichment • Economic Development

Vice President for Business

December 2, 2013

Ms. Catherine Haugh, Treasurer
City of Roseville
29777 Gratiot, P.O. Box 290
Roseville, MI 48066

Dear Ms. Haugh:

At the November 19, 2013 meeting of the Macomb Community College Board of Trustees, the Board requested the Administration to seek the collection of the Community College tax on the summer property tax bills.

Please consider this as our request to collect 100% of the College tax on the summer bill. Please let me know if additional information is needed and when this matter is to be considered by your Council or Board.

So that our plans may be made for such collection and all necessary agreements might be resolved in a timely fashion, I would appreciate hearing from you within the next 30 days upon receipt of this request, as provided by state law.

Should you need to reach me by phone, my number is listed below. Thank you for your assistance in this matter.

Best Regards,

Libby Argiri
Vice President for Business

Macomb Intermediate School District

44001 Garfield Road • Clinton Township, MI • 48038-1100 • 586/228-3300



November 11, 2013

Richard Steenland
Roseville, City
29777 Gratiot, P O Box 290
Roseville, MI 48066

Dear Richard Steenland:

The School Board of the Macomb Intermediate School District (MISD) passed the enclosed Resolution to collect 100% of its 2014 tax levy in the summer, pursuant to P.A. 333 of 1982.

This letter is to inform your board of our action and seek their approval and agreement to collect the summer property tax levy pursuant to this Resolution.

So that our plans may be made for such collection and all necessary agreements might be resolved in a timely fashion, I would appreciate hearing from you within the next 30 days upon receipt of this request, as provided by state law.

Very truly yours,

Paul J. Bodiya
Chief Financial Officer

PJB:mg
Enclosure
cc: Treasurer Michael Switalski

John A. Bozymowski, *President* • Max D. McCullough, *Vice President* • Charles C. Milonas, D.D.S., *Treasurer*
Theresa J. Genest, *Secretary* • Edward V. Farley, *Trustee*
Michael R. DeVault, *Superintendent*

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33466 Garfield • Fraser, Michigan • (586) 439-7000 • Fax: (586) 439-7001 • www.fraser.k12.mi.us

November 22, 2013

Mr. Richard M. Steenland
City of Roseville
29777 Gratiot
Roseville, Mi 48066

Dear Mr. Steenland:

The Board of Education of Fraser Public Schools District has passed a Summer Tax Collection Resolution to collect 100% of its 2014 tax levy in the summer.

This letter is to inform your board of our action and seek their approval and agreement to collect the summer property tax levy pursuant to this resolution.

Should you need to reach me by phone, my direct line is (586) 439-7035. My email address is laurie.videtta@fraserk12.org. Thank you for your assistance in this matter.

Sincerely,

Laurie Videtta CPA
Business Manager

Cc: Michael Switalski ✓

"A caring district — working together"

Memorandum

To: Scott Adkins, City Manager
From: Paul VanDamme, Purchasing Assistant
Date: December 11, 2013
Re: **Weed Cutting Snow Removal**
Bid # 449-011311

Bid Advertised: October 30, 2013 in the Macomb Daily
Bid Due: November 21, 2013 at 11:00 a.m. Local Time
Present at Opening: Paul VanDamme, Purchasing Assistant
Glenn Sexton, Building Director
Steve Wietecha, Engineering Department
Representatives from: JR Services Group LLC, and Landscape Services, Inc.

Specifications were written for Weed Cutting and Snow Removal. Bid invitations were posted on the Michigan Inter-Governmental Trade Network (MITN), the City's website, as well as advertised in the Macomb Daily. Three (3) companies responded with written proposals.

The bids were thoroughly reviewed by Glenn Sexton, Building Director. Mr. Sexton finds that JR Services Group LLC meets the City's requirements as specified for Snow Removal (Section A), Weed Cutting (Section B) and for the cutting of the Rhorbeck Sweeney Drain (Section C) in the amount of \$750 per cut. JR Services Group LLC has done business for surrounding cities in a satisfactory manner.

Therefore, it is recommended that we accept the bid submitted by **JR Services Group LLC** for Section A, Section B and Section C of the Weed Cutting and Snow Removal Bid.

Should you have any questions, please contact my office.

Attachment

Memo

To: Scott Adkins, City Manager
From: Paul VanDamme, Purchasing Assistant
cc: Yvette Krellwitz, Administrative Assistant
Date: October 30, 2013
Re: Land Sale

On Tuesday, October 29, 2013 a formal bid was opened for the **Sale of Land** of 59 City owned properties. This bid was advertised in the Macomb Daily on October 11, 2013 and posted in City Hall and the City's website with a minimum bid of \$700,000. One bid was submitted in the amount of \$751,000 by Macomb Funding LLC, of Warren Michigan.

Attached is all of the documentation from the bid for your review. This bid must be submitted to City Council, upon acceptance, it must be laid over for thirty (30) days for a second reading at which time sale will be consummated.

If you have any questions related to this bid I would be happy to answer them.